



Revision number: 4

Purchasing Agent: Nancy Orton

Item: Printing of Letterhead

Vendor: 22961G

Transcript Bulletin Publishing Company
58 North Main, PO Box 390
Tooele City UT 84074

Internet Homepage:

Telephone: (801) 355-6525

Fax number: (435) 882-6123

Contact: Curtis Dunn

Email address: curtdunn@trilobit.net

Brand/trade name: Recycled Neenah N. P.

Price: See attached price list

Terms: Net 30

Effective dates: 12/09/98 through 06/30/02 with two (1) year extensions

Days required for delivery: 15 Days

Price guarantee period: Per Contract

Minimum order: 1,000 Sheets as specified

Min shipment without charges:

Other conditions: Maximum order is 50,000 sheets per letterhead

PLEASE NOTE EXTENSION OF CONTRACT THROUGH JUNE 30, 2002.

This contract covers only those items listed in the price schedule. It is the responsibility of the agency to ensure that other items purchased are invoiced separately. State agencies will place orders directly with the vendor (creating a PG in Finet) and make payments for the same on a PV referencing the original PG. Agencies will return to the vendor any invoice which reflects incorrect pricing.



ITEM: PRINTING SERVICES, LETTERHEAD

INK: TWO-COLOR IS THE MAXIMUM ALLOWED UNDER THIS CONTRACT. GOLD INK WILL BE SIMULATED GOLD COLORED (NON-METALLIC INK).

COMPOSITION: ORIGINAL COMPOSITION, IF REQUIRED, WILL BE CHARGED AT \$2.00 PER LINE, NOT TO EXCEED \$15.00 PER ORDER OF EACH LETTERHEAD. THERE WILL BE NO CHARGES FOR CAMERA READY ART OR FOR THE OFFICIAL STATE SEAL.

STOCK: WILL BE A NEENAH LASER N.P. 8-1/2" X 11" 24 LB., 50% RECYCLED (25% COTTON FIBER) COPY PAPER NEUTRAL PH, WITH STATE SEAL WATERMARK.

PROOFS: PROOFS WILL BE SUPPLIED ON ALL ORDERS THAT INVOLVE CONTRACTOR COMPOSITION. PROOFS WILL NOT BE FURNISHED ON REORDERS UNLESS OTHERWISE REQUESTED (CONTRACTOR MAY CHARGE \$5.00 PER PROOF). AUTHOR'S ALTERATIONS ON BLUELINE PROOFS WILL BE \$1.00 PER LINE, NOT TO EXCEED \$10.00 PER PAGE. BOTH THE ORDERING AGENCY AND THE CONTRACTOR ARE RESPONSIBLE FOR RECORDING THE "SENT AND RECEIVED" DATES IN ORDER TO CALCULATE THE FINAL DELIVERY DATE OF THE FINISHED LETTERHEAD. PROOFS RETURNED TO THE CONTRACTOR MUST BE SIGNED, ALONG WITH ANY CORRECTIONS, IF ANY, BEFORE THE CONTRACTOR WILL PROCEED.

NEGATIVES: CONTRACTOR WILL MAINTAIN STATE NEGATIVES ON FILE, UNLESS OTHERWISE REQUESTED INDIVIDUALLY.

OVERRUNS/UNDERRUNS: OVERRUNS WILL BE PRICED AT 80% OF THE UNIT PRICE. UNDERRUNS WILL BE PRICED AT FULL UNIT CONTRACT PRICE AND SUBTRACTED FROM THE TOTAL PRICE. ALLOWABLE VARIATION TOLERANCE IS AS FOLLOWS:

1,000	-	2,000	10%
2,500	-	4,000	8%
5,000	-	9,999	6%
10,000	-	24,999	4%
25,000	-	50,000	2%

PACKAGING & DELIVERY: LETTERHEAD WILL BE BOXED AND/OR SHRINKWRAPPED IN REAMS OF 500 SHEETS AND LABELED ON THE OUTSIDE WITH A DESCRIPTION OF THE CONTENTS. REAMS WILL BE CARTONED (ON APPLICABLE ORDERS), NOT TO EXCEED 40 LBS. EACH CARTON. ALL DELIVERIES WILL BE "INSIDE DELIVERY".

NOT COVERED BY THIS CONTRACT: ENGRAVED LETTERHEAD, THERMOGRAPHED LETTERHEAD, LEGAL AND MONARCH SIZE LETTERHEAD, METALLIC INKS AND PROCESS WORK, FOUR-COLOR LETTERHEAD AND LETTERHEAD ORDERS ABOVE 50,000 SHEETS PER ORDER .



***** PRICE LIST FOR RECYCLED PAPER *****

RECYCLED NEENAH N.P.

THREE COLORS OF INK

QUANTITY	PRICE PER THOUSAND
1M - 2M	75.65/M
2.5M - 4M	71.80/M
5M - 9M	68.99/M
10M - 24M	66.14/M
25M - 50M	65.04/M

TWO COLORS OF INK

QUANTITY	PRICE PER THOUSAND
1M - 2M	54.93/M
2.5M - 4M	51.08/M
5M - 9M	48.28/M
10M - 24M	45.43/M
25M - 50M	44.32/M

ONE COLOR INK - BLACK INK ONLY

QUANTITY	PRICE PER THOUSAND
1M - 2M	40.13/M
2.5M-4M	35.38/M
5M - 9M	34.03/M
10M - 24M	32.65/M
25M - 50M	31.27/M

**ONE COLOR OF INK, COLORS OTHER THAN BLACK**

QUANTITY	PRICE PER THOUSAND
1M - 2M	41.57/M
2.5M - 4M	38.89/M
5M - 9M	35.98/M
10M - 24M	34.60/M
25M - 50M	33.49/M

BLANK LETTERHEAD SECOND SHEETS (NO PRINTING)

QUANTITY	PRICE PER THOUSAND
1M - 2M	29.80/M
2.5M - 4M	29.80/M
5M - 9M	28.86/M
10M - 24M	28.86/M
25M - 50M	27.47/M

DELIVERY OF LETTERHEAD IS FLAT FEE (NOT PER THOUSAND)

QUANTITY	PRICE PER THOUSAND
1M - 2M	5.00
2.5M - 4M	10.00
5M - 9M	15.00
10M - 24M	20.00
25M - 50M	25.00

COMPOSITION CHARGES \$ 3.00 PER LINE

\$ 20.00 TOTAL NOT TO EXCEED, PER ORDER

CHANGES MADE TO PROOF BY AGENCY \$10.00 EACH PROOF



FINET COMMODITY CODE
96651000000

REPORTS

THE CONTRACTOR WILL SUBMIT QUARTERLY REPORTS TO THE STATE PURCHASING AGENT. SHOWING QUANTITIES AND DOLLAR VOLUME OF PURCHASES BY EACH STATE AGENCY AND POLITICAL SUBDIVISION. THESE REPORTS WILL BE DUE 10 DAYS AFTER THE CALENDAR QUARTER.